



NOTICE OF PRIVACY

Penagos Hermanos y Compañía S.A.S., in compliance with the provisions of the law 1581 of 2012 and decree 1377 of 2013, allows itself to inform all the people whose information are registered in our databases or that in the future will be part of the mentioned. That we have adopted a Personal Data Processing Policy, which will begin to rule from August 12, 2016.

The Policy for the Treatment of Personal Data developed by Penagos Hermanos y Compañía S.A.S, aims to instruct the holder in the treatment granted to the data collected, you can consult this Policy at www.penagos.com

PENAGOS collects data from its final customers, distributors, and potential customers, participants in the selection processes, employees, former employees and visitors for the following purposes:

- Develop the mission and social purpose of the company.
- To send information related to products, promotions, events, news, research and others that are of interest to the customer.
- Carry out surveys related to our products or for levels of customer satisfaction.
- Send advertisement proposals and carry out a follow up on these.
- To fulfil contractual commitments of any nature.
- Carry out the collection of portfolio.
- Evaluate the financial and legal feasibility of establishing business relationships with potential clients.
- Exchanging commercial and business information inherent to the business activities.
- Manage the purchase or contracting of goods and services.
- Comply with the contractual obligations derived from the acquisition of goods and services.
- Send requests, complaints, claims and requests about goods or services purchased.
- Citation and application of knowledge tests and interviews.
- Verification of personal and work references of participants in selection processes.
- Evaluate the suitability of the participant in the selection process, taking into account the characteristics of the vacancy that is required for the contract.
- Comply with work regulations, social security and related obligations as employer.
- Construction of the quality of life plan aimed at enhancing health, training and well-being of employees and their family.
- Carry out reports about Safety and Health at Work.
- Maintain efficient communication within the organization.
- Implementations of performance evaluations of company employees.
- Verification of judicial and disciplinary records.
- Ensure adequate referral to medical services in the event of an accident and inform the family members.
- Keep a record of the people who are inside the company in case of a disaster.
- Issue labour certifications during the validity of the labour contract and after its termination.
- Any other purpose that results in the development of contractual obligations and the relationship between the employee and the company for exclusively internal use.
- To serve as a basis for the granting of employment references to potential employers of the

former worker, when he/she authorizes it at the time of their partition from the company.

- Consider the former worker in the processes of hiring of personnel carried out by the company.
- Ensure adequate referral to medical services in the event of an accident.
- Insure the security of the belongings and people who are inside the company.

The right to know, update, rectify, modify, access or request the deletion of data, revoking the authorization granted and the others provided in Article 8 of Law 1581 of 2012.

The person responsible for the processing of personal data will be Penagos Hermanos y Compañía S.A.S. If you need to carry out a process of consultation, claim, request or request for deletion you can do it physically in Calle 28 # 20-80 of Bucaramanga and in a virtual way through the [Application Form](#) or by email: protecciondatos@penagos.com

PENAGOS HERMANOS Y COMPAÑÍA S.A.S